



Rotherham Safeguarding Sub-Group: Safeguarding Adult Reviews (SAR) Terms of Reference

1. Purpose

The purpose of the Safeguarding Adults Review (SAR) subgroup is to advise the Rotherham Safeguarding Adults Board (RSAB), RSAB Chair and partners of when the criteria for conducting a SAR have been met, to oversee and quality assure all SAR's and the recommendations, outcomes, actions and learning effectively influence future practice and partnership working.

2. Specific Responsibilities

Section 44 of the Care Act 2014 requires local Safeguarding Adult Boards (SABs) to arrange a SAR when an adult in its area dies as a result of abuse or neglect, whether known or suspected, and there is concern that partner agencies could have worked more effectively to protect the person at risk.

The Act enables the SAB's flexibility to choose a proportionate methodology to carry out reviews in other cases where it feels this would be appropriate in order to promote effective learning and improvement to prevent future deaths or serious harm occurring again. This may be where a case can provide useful insights into the way organisations are working together to prevent and reduce abuse and neglect of adults. SAR's may also be used to explore examples of good practice and lessons learnt that may be applied to future cases.

The SAR sub-group will support the RSAB to ensure robust, transparent, and consistent practice in relation to SAR's. Key responsibilities include:

- Receiving all requests for SAR's on behalf of the Chair of the RSAB.
- Making recommendations to the Chair in respect of whether a review should be commissioned by reference to the statutory criteria set out below.
- Making recommendations which will include the type, governance, and methodology of the review to be undertaken.
- Ensuring that decisions regarding SAR referrals are made within 12 weeks of the referral being received. Exceptions apply when parallel processes are underway.
- Commissioning and overseeing SAR's and any other reviews agreed by the Chair.
- Ensuring that reviews are completed within six months of the Chair's decision, if this is not possible because of complexity, reporting this to the RSAB with new timescales.
- Quality assuring SAR reports before presenting to the RSAB Chair and its members.
- Ensuring that recommendations from each SAR are communicated to all agencies and are subject to review of implementation
- Ensuring that all recommendation, actions and learning effectively and positively influence future practice and partnership working to safeguard vulnerable adults.

SAR subgroup members will inform the group when partner agencies have conducted a Lessons Learnt or Service Improvement as a result of a safeguarding concern and there are recommendations or learning in relation to safeguarding.

ROTHERHAM SAFEGUARDING ADULTS BOARD

SAFEGUARDING ADULT REVIEWS (SAR) SUB-GROUP

TERMS OF REFERENCE

DATE: APRIL 2024

WEBSITE: WWW.RSAB.ORG.UK

TO REPORT A SAFEGUARDING CONCERN: 01709 822330



OUR STRATEGIC PLAN (2022-2025)

PRIORITY 1
BACK TO BASICS

WORKING WITH PARTNERS TO ENSURE THE 6 PRINCIPALS OF SAFEGUARDING ARE EMBEDDED IN PRACTICE. MAKING SAFEGUARDING PERSONAL IS PART OF EVERYTHING WE DO.

PRIORITY 2
SYSTEMS, PROCESSES & PERFORMANCE

MAKE SURE THAT ALL SERVICES HAVE APPROPRIATE SYSTEMS AND PROCESSES IN PLACE TO SUPPORT AND SAFEGUARD ADULTS EFFECTIVELY.

PRIORITY 3
STRENGTHEN PARTNERSHIP

MAKE SURE THAT PARTNERS, ORGANISATIONS AND COMMUNITIES WILL WORK TOGETHER TO PREVENT ABUSE FROM HAPPENING.

Where the Chair decides that a SAR should be undertaken, the sub-group will:

- Determine who should be involved in the SAR
- Commission a Lead reviewer(s) who is independent of the case and of the organisations whose actions are under review. The group will be presented with details of available SAR authors and will decide collectively who to commission.
- Consider with the independent author the involvement of the adult, family or advocate in the SAR process.
- Ensure those actions for which the RSAB has lead responsibility are implemented.
- Work in partnership to agree on any necessary actions from recommendations made
- Oversee the completion of action plans
- Monitor the timely implementation of the SAR action plans.

When the subgroup considers that the criteria for a SAR have not been met, it will:

- Make recommendations to the RSAB Chair on the alternatives to a SAR. For example, where there are concerns regarding the role of a single agency, that agency may be requested to produce a single agency review. Where there are lessons to be learned across multiple agencies a recommendation may for a systematic incident review
- The final decision of whether the criterion has been met and whether SAR will be held will be made by the Chair.

Statutory Criteria for Conducting a Safeguarding Adult Review

The Safeguarding Adults Board is the only body that can commission a safeguarding adult review.

The RSAB must arrange a safeguarding adult review of a case of an adult in its area with needs of care and support (whether or not the local authority was meeting those needs) if:

a) There is reasonable cause for concern about how the SAB, its members or organisations worked together to safeguard the adult

AND

b) The person died and the SAB knows/suspects this resulted from abuse or neglect (whether or not it knew about this before the person died)

OR

c) The person is still alive, but the Safeguarding Adults Board knows or suspects they've experienced serious abuse/neglect, sustained potentially life-threatening injury, serious sexual abuse or serious/permanent impairment of health or development.

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3. Accountability

The Assistant Director of Adult Care Chairs the group with an appointed Deputy Chair from one of the other partner agencies.

The SAR sub-group will be calendared monthly to consider new SAR submissions and track completion of actions from previously completed SARs.

Each statutory agency must nominate a lead officer and deputy with sufficient authority to speak on behalf of their organisation, feedback and effect necessary change on issues brought to or arising from the group.

Meetings must be quorate and have attendance from 3 of the partnership members (excluding the chair). There is an expectation that members will attend all meetings throughout the year or send a deputy when appropriate.

These Terms of Reference will be reviewed annually.

4. Roles and Responsibilities

The SAR sub-group lead will:

- be the designated contact for their agency
- ensure that all requests for information and chronologies met within timescales
- ensure that the agreed format for submitting information or chronologies is adhered to
- retain responsibility for the information flow between the RSAB and their agency
- provide assurance to board that information regarding the SAR is feed back into their designated agency and that all learning, and improvements are embedded in practice
- provide evidence of lessons learnt and improved practice from within their organisation
- have responsibility to update strategic senior leadership teams of SAR progress, final review, recommendations made and publication date.
- if they hold commissioning responsibilities for independent sector and voluntary sector service provider agencies, act as the lead partner and designated contact in respect of the above.

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4. Safeguarding Adults Review Sub-group Membership:

Organisation	Job Title
Rotherham Metropolitan Borough Council	Assistant Director, Adult Care and Integration (Sub-Group Chair)
The Rotherham Foundation Trust (TRFT)	Head of Safeguarding (Deputy Sub-Group Chair)
Rotherham Metropolitan Borough Council	Safeguarding Board Manager
Rotherham Metropolitan Borough Council	Adult Safeguarding Coordinator (Sub-Group Minute Taker)
Rotherham Metropolitan Borough Council	Head of Service: Safeguarding and Mental Health
Rotherham Metropolitan Borough Council	Head of Service: Localities
Rotherham Metropolitan Borough Council	Principal Social Worker (PSW)
Rotherham Metropolitan Borough Council	MCA/DOL and Safeguarding Strategic Lead
Rotherham Metropolitan Borough Council	Head of Prevention and Early Prevention
Rotherham Metropolitan Borough Council	Head of Housing Operational Services
South Yorkshire Police	Detective Sergeant - PVP Performance & Governance
The Rotherham Foundation Trust (TRFT)	MCA Lead, Named Nurse for Adult Safeguarding
Integrated Care Board (ICB)	Deputy Designated Professional - Safeguarding Adults and Lead for Mental Capacity Act, DoLS and Court of Protection
Integrated Care Board (ICB)	Safeguarding Adults and Quality Lead
Integrated Care Board (ICB)	Named GP Safeguarding Vulnerable Clients (Rotherham) & Named GP Safeguarding Vulnerable People (Barnsley)
Rotherham Doncaster and South Humber Trust (RDASH)	Named Professional for Safeguarding

Other partner agencies and leads will be co-opted to the sub-group as required.

Review Date: June 2024